

Combined Federal Civilian Agencies Freight and
Household Goods Relocation Committee Meeting
Arlington, VA Crystal Plaza 4, Room L1301
9:00 AM – 12:00 Noon
May 23, 2006

Meeting Facilitator – Blaine Jacobs, GSA Transportation Programs Branch, Travel and Transportation Management Division - Mr. Jacobs opened the meeting and welcomed the attendees.

Welcome – Susan May, Acting Director, Travel and Transportation Management Division – Ms. May extended a warm welcome to the group and was happy to see there was a balance between freight and household goods agencies participants. Susan is leading the Travel and Transportation group while Tauna Delmonico is on detail. Ms. May shared that Scott Tiedt, former Transportation Branch Chief, has left GSA and is currently working for another agency.

State of the Trucking Industry/Economics – Tavio Headley, American Trucking Association

Mr. Headley gave an informative [overview](#) of the trucking industry and the challenges it faces with driver shortages, fuel costs, and economic conditions. He provided trends impacting all modes and future projections. He sees a solid, but slow growing economy. Mr. Headley's shared strategies that the American Trucking Association is pursuing to combat some of these issues.

Customer Satisfaction Survey – Angela Jones, GSA Transportation Programs Evaluation Branch Chief

Ms. Jones thanked the agencies for participating in the 2006 [survey](#). Customer satisfaction increased 5.5 points over its 2005 level. Increases were also realized in price/value and the website's ease of use. GSA will review and evaluate TMSS training requirements and determine the reasons behind the lower scores in this area.

General Updates – Brian Kellhofer GSA Kansas City Program Management Office

Fuel Surcharge – The current Fuel Surcharge is based on net charges of the line haul and the delivery in and out of storage in transit (SIT). The current rate has \$1.137 imbedded in the rate and a new trigger price. Agencies should have to pay a surcharge on the fuel, but not on the weight. At the March 22nd meeting, American Moving and Storage Association (AMSA) offered a proposal that would reduce the fuel surcharge and include a 3.5 percent increase to the tariff to offset the lower fuel surcharge. This proposal offers a slight decrease in the shipment costs to federal agencies. The committee approved AMSA's proposal and it will go into effect November 1, 2006. GSA offered a second [proposal](#) where the fuel surcharge structure is based on the difference between a trigger price of \$1.39 per gallon and the national average identified by the Department of Energy on the first Monday of the month. The committee voted to move forward with the GSA proposal effective May 1, 2007. Brian Kellhofer and Ed Hodges were meeting with AMSA and would discuss the committee actions.

International Countries – GSA currently has 180 countries in the Centralized Household Goods Traffic Management Program (CHAMP) and is adding 27 new [countries](#) effective November 1, 2006. A notice was sent to the transportation service providers (TSPs) requesting them to identify the countries they want added to their scope of operations. Agencies should let Brian know if they need additional countries added to the program.

Electronic Carrier Evaluation Report (3080) – Brian Kellhofer developed an electronic 3080 in an Excel format to help facilitate ease of completion and increase the response rate on international shipments. The 3080 is on the TMSS home page for easy access. This electronic version may be used for both domestic and international shipments.

Accessorial Bundling – GSA is offering new rates where the common accessorials are bundled and all charges are inclusive. The Department of State (DOS) uses a bundled rate. According to Shawn Griffin, the DOS was getting many requests for accessorials on their international shipments. As a result of accessorial bundling, the DOS reduced the number of requests, lowered the administrative burden processing the requests, and decreased costs. In addition to the advantages realized by DOS, bundled accessories will also make prepayment audit easier and afford an opportunity to negotiate rates with the TSPs. The bundled services will be part of the 2006 - 2007 Request for Offers.

Strategic Sourcing Initiative - Blaine Jacobs, GSA Transportation Program Branch GSA and the Department of Treasury launched the [Federal Strategic Sourcing Initiative](#) (FSSI) in November 2005. This was in response to the Office of Management and Budget's (OMB's) [request](#) for agencies to identify at least three commodities that could be procured more effectively. Five teams were established and five commodities identified with the goal of combining and leveraging business volume for best value procurements. Eleven agencies are participating to some degree on the Express and Ground Domestic Delivery Services (exGDDS) commodity team.

On May 17, 2006, the General Services Administration (GSA), Office of Transportation and Property Management (FB) posted at FedBizOpps a draft Request for Quote (RFQ) for exGDDS on behalf of the FSSI. FB invites both industry and agency comments by June 7, 2006 regarding the draft Statement of Objectives (SOO), draft instructions to offerors, and draft pricing tables for the exGDDS FSSI posted in conjunction with this synopsis. Responses from vendors are limited to those vendors on GSA Schedule 48, Transportation, Delivery and Relocation Solutions (TDRS) with the capabilities to meet the requirements stated in the SOO as the team plans to use the GSA Schedule as the contract vehicle from which to test the ability to strategically source across federal agencies. See the attached OMB memo and exGDDS fact sheet.

For more information, contact Blaine Jacobs at (703) 605-2892 or blaine.jacobs@gsa.gov, or Janet O'Meara at (703) 605-2926 or janet.o'meara@gsa.gov

The draft SOO can be found at <http://www.fbo.gov/spg/GSA/FSS/FBG/Reference%2DNumber%2DDRAFT%2DRFQ/listing.html>. We look forward to your comments!

TMSS Update – Noreen Bania, GSA Transportation Systems, Office of the CIO

The Prepayment Audit module is close to completion. The Western Area Distribution Center (WDC) will be the first online followed by the Eastern Distribution Center (EDC). The Kansas City Payment Office (KCPO) will be brought up at the same time as the WDC around mid-July. Parallel tests with the external prepayment auditors will be conducted to ensure that TMSS is functioning properly. Depot freight shipments with the four most used accessorials will be activated. If an audit can't be done by TMSS, the file will go to the external auditor. After the auditor reviews, the information will be sent back to TMSS and then to the KCPO. After the depot shipments are up and running, all other freight shipments will be added. On the household goods side, TMSS will be able to audit 85 percent of the shipments when prepayment audit is incorporated into TMSS. Bundling of the accessorials will help expedite this feature.

Transportation Policy Updates – Ted Bembenek, GSA Office of Governmentwide Policy - Mr. Bembenek provided an update of Transportation Management initiatives:

- **SF1113 Retirement** – posted in the Federal Register for comment. OGP received six comments mostly from household goods TSPs. Most were against the SF111 retirement. Ted is in the process of reviewing comments and will contact the responders for additional comments.
- **Obligating Authority for Transportation Managers** – This initiative is still in the approval process. Anyone obligating funds should get authorization in writing from the appropriate authority within their agency.
- **Data Standards and Reporting** – This is in the process to be published as a final rule and will affect all general freight and households shipments.
- **Three Year Review** – OGP plans to do a review of all regulations. The review will include the 41 CFR 118 Transportation Payment and Audit and 41 CFR Transportation Management. Send comments to ted.bembenek@gsa.gov.

The meeting adjourned at 12:10 p.m.

The next meeting is scheduled for August 2, 2006.

Meeting participants:

	Name	Organization		Name	Organization
1.	Jim Christ	USCG	17.	Al Barnett	OIG - GSA
2.	Elaine Plotkin	USDA	18.	Ted Bembenek	OGP - GSA
3.	Darrell Washington	USGS	19.	Dena Taylor	GSA
4.	Jakob Evans	FBI	20.	Azzie Jones	GSA
5.	Connie Lindsay	FAA	21.	Lynn Ju	GSA
6.	Kelley Wong	FAA	22.	Brian Kellhofer	GSA
7.	Ivan Thomas	FAA	23.	Ed Hodges	GSA
8.	Yuko Sunohara	World Bank	24.	Susan May	GSA
9.	Sam Tsaleslas	World Bank	25.	Angela Jones	GSA
10.	Shawn Griffin	DOS	26.	Blaine Jacobs	GSA
11.	Beatrice Gaither	SSA	27.	Ray Price	GSA
12.	Ardella Bush	SSA	28.	Noreen Bania	GSA - CIO
13.	Susan Pratt	BOP	29.	Mathis Gardner	GSA
15.	Charles Paige	VA	30.	Betho Vogelsinger	GSA
16.	Tavis Headley	ATA	31.	Mary Anne Sykes	GSA